

DEPARTMENT OF THE ARMY
HEADQUARTERS, 80TH AREA SUPPORT GROUP (NSSG)
UNIT 21419
APO AE 09708

AERSH-CS

4 October 2004

MEMORANDUM FOR IMA EURO, ATTN: Safety Division (Mr. Willoughby), APO AE 09014

SUBJECT: 80th ASG 2004-2005 Winter Safety Campaign Plan

1. References:

a. Memorandum, HQ USAREUR/7A, AEAGA, 23 August 2004, subject: USAREUR 2004-2005 Winter Safety Campaign.

b. Memorandum, IMA EURO, SFIM-EU-ZS, 31 August 2004, subject: 2004-2005 Winter Safety Campaign.

2. Commander's Intent:

The purpose of references above is to support the Army *Be Safe* Campaign, reduce accidents, and save lives. This memorandum outlines the 80th ASG execution plan to comply with the USAREUR 2004-2005 Winter Safety Campaign. During the period 1 October 2004 – 30 April 2005, the initiatives described below will be in effect. Safety and Force Protection are my prime considerations and areas of focus. There are significant risks associated with the winter season that this plan will mitigate. It will save you from injury or losing your life, or seeing someone you love being hurt or killed. When you read these instructions, you must comply with those areas that pertain to you. Pay attention.

3. Purpose:

The goals of the campaign are:

- a. To support the Army *Be Safe* campaign by aggressively promoting safety awareness.
- b. To provide a comprehensive, proactive means of identifying hazards and risks and to implement and monitor risk-mitigation measures to support safety during daily BASOPS functions as well as tactical safety in case of deployment/redeployment of troops through the Benelux LOC.
- c. To achieve the overarching, command-wide goal of ensuring no loss of life and minimal injuries and equipment damage during the potentially hazardous environmental conditions prevalent during the winter season. This objective supports the Army *Be Safe* campaign and the Secretary of Defense goal of reducing accidents by 50 percent.

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4. Winter Safety Campaign Requirements:

The following tasks are assigned to directors and commanders of units assigned or attached to 80th ASG:

a. Commanders of units assigned to 80th ASG or located in the geographical area of responsibility of the 80th ASG will:

(1) Implement all requirements, as specified in this plan and in references above.

(2) By 29 October 2004, review and analyze their accident and injury trends over the past 5 years for risks specific to their organizations and not specifically targeted by this campaign.

(3) Achieve unit safety certification by submitting applications for certification thru channels to USAREUR Safety Office by 30 April 2005. Certification requirements are specified in Reference 1.a, paragraph 4.d. Applications from 80th ASG, 254th BSB, NSA, HHC-80th ASG and HHC- 254th BSB must be submitted through 80th ASG Command Group.

(4) Ensure that they are current with the requirements of FM 100-14 (Risk Management Training) and the training package on the USAREUR Safety Web site. Training on the unit mission-essential task list (METL) is included in this requirement. Status of accomplishment will be provided to the 80th ASG Safety Office by 15 February 2005.

(5) Review their POV Safety programs to make sure that:

- Soldiers and civilians returning from deployments of longer than nine months attend the driver's orientation offered by their local Driver Testing Stations before operating a POV and that their vehicle is inspected (if it has been in long-term storage during the member's deployment). The driver's orientation will include driving laws and conditions in the local area.

- Soldiers and DA civilians returning from deployments of longer than 9 months who are licensed to operate a motorcycle are scheduled to attend a Motorcycle Safety Foundation Basic or Experienced Rider Course unless they have proof that they have attended the course within the last 3 years. This training must be accomplished prior to the first day of block leave.

- They integrate the CSA's Six Point POV Safety Program and the USASC POV Tool Box (<http://safety.army.mil/home.html>). Leaders must closely review extended POV travel plans and approve soldiers' weekend trips by asking the tough questions and ensuring they are planning their off-duty activities in safe manner. Use can be made of the "USAREUR Individual Risk Assessment" tool along with personal counseling to prepare our soldiers for the holiday season.

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(6) Continue giving recognition and awards to deserving units or individuals for exemplary safety records, exemplary programs, actions that motivate behavioral change, exceptional service in support of the safety campaign, and other deserving reasons. Examples of awards include commander's coins, certificates of achievement, scrolls of appreciation, passes, on-the-spot cash awards for civilians, standard safety-program awards issued according to AR 672-74 and AE Regulation 672-1, and other awards found in AR 672-20 and AE Supplement 1. Any effective safety program includes a dynamic and aggressive safety awards component.

(7) Form partnerships with host-nation organizations to leverage their vehicle accident prevention resources. Safety Office, 80th ASG will update dangerous road maps and submit to IMAE-E Safety Office by 1 December 2004. PAO, 80th ASG will include this information on 80th ASG website.

(8) Ensure that personnel and family members are trained on the causes of fires in living quarters, how to prevent them, and what to do about specific types of fires.

(9) Review AR 385-40 and AE Regulation 385-40 to ensure they understand their responsibility for reporting, recording, and investigating accidents. Specific procedures are in place to report all categories of accident: Military Injuries (on and off duty, including cold weather injuries), US Civilian Injuries, HN Work Injuries, and Army Motor Vehicle Accidents. In case of accident, commanders and supervisors will immediately contact their local Safety Office to properly investigate and report the accident.

(10) Report any lessons learned on the Winter Safety Campaign to DPTMS and Safety Office, 80th ASG by 1 April 2005. DPTMS will consolidate reports and submit input to IMAE-Safety Division.

b. Media Efforts. Beginning in September 2004 and continuing throughout this campaign, the Safety Office will coordinate with PAO and AFN, SHAPE to publish campaign safety information. Articles will be published in 80th ASG and 254th BSB newspapers to publicize the campaign.

c. DPTMS will:

(1) Review and update as appropriate, winter road condition notification procedures for implementation during winter months IAW USAREUR Reg 385-55, Appendix I (NLT 30 November 2004). Each commander/director will ensure that all personnel are informed of changing weather conditions. It is imperative that these weather conditions be included in mission risk assessments, as well as any off-duty activity. This is particularly important for the numerous long weekends in the coming months. Every soldier, vehicle operator, and supervisor must know how to obtain timely weather and road-condition information.

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(2) Coordinate with Commanders of units involved with tactical operations in the Benelux to ensure that they have conducted additional training as necessary for rail, convoy, and seaport operations according to AE Pam 385-15. All soldiers involved in convoy operations must receive refresher training on proper convoy operations procedures. All soldiers must understand that they are forbidden from climbing on top of railcars from the time the car is loaded until the car is ready to unload (NO EXCEPTIONS).

(3) Ensure that amnesty collection points are installed, co-located with the arms rooms and ranges within the 80th ASG. In the event that the 80th ASG would have to open a APOD or SPOD, additional amnesty collection points would be installed at those locations, and incoming units will be briefed on the purpose and locations of those amnesty boxes.

(4) Consolidate any lessons learned on the Winter Safety Campaign received from unit Commanders and submit to IMAE-Safety Division by 1 April 2005.

d. HRD will continue showing the "Be Safe" video during Soldier in-processing through 1 May 2005, IAW IMA-E tasker 4-856: Be Safe Tasking#3, and submit attendance statistics to 80th ASG Safety Office.

e. Local Driver Testing Sections will:

(1) Review, in conjunction with the local Safety Office, driver training programs for adequacy of winter driving orientation courses. In addition, local Safety Offices will coordinate and advertise a winter driving orientation courses targeted at dependents and family members. (The course will be conducted by DTS IAW the Plan of Instruction contained in USAREUR Regulation 385-55, Appendix D, and will incorporate the videos distributed by the IMAE Safety Office.) Also, unit TMP will verify that personnel have the winter driving orientation annotated on their U.S. Government Motor Vehicle Operator's Identification Card (OF 346) before dispatching Non-Tactical Vehicles (1 Dec 04 through 30 Apr 05).

(2) Review the Equipment Operator's Qualification Record (DA Form 348) for all assigned personnel by 1 Nov 04 to determine compliance with all known winter driver training requirements.

f. DMWR will:

(1) Closely review each winter MWR program and activities that can present a risk to personnel or equipment will be analyzed. Controls to mitigate the risks will be implemented and risk management techniques will be integrated into planning and execution of every MWR event. The key to preventing cold weather accidents and injuries is educated leaders that understand the 5-step risk management process as it relates to winter, and aggressive execution of mitigating actions.

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(2) Publicize every events taking place at on-post clubs to encourage soldiers to remain on post and to avoid the risk of driving after the consumption of alcoholic beverages.

(3) Ensure a working ride-home or alternative program is in place that helps prevent Soldiers from driving home while under the influence.

g. During this campaign, PMO will enforce road standards for vehicles and operators, including the Click It or Ticket and Booze It and Lose It campaigns. Gate checks will be performed and statistics will be reported to the Commander, 80th ASG.

h. All leaders at all echelons will:

(1) Ensure that soldiers understand the effects alcohol, drugs, and medications have on vehicle operation. (This must be part of the "Under the Oak Tree" meeting process.) Checks will be performed by PMO, as well as SHAPE Police, Belgian Federal Police and Dutch Police. The "Click it or Ticket" and "Booze it & Lose it" programs will also be well advertised and gate checks will be performed by PMO and Security Guards.

(2) Ensure employees receive cold weather prevention orientation training by 15 Nov 2004 (reference 1.a, para 4.f(3)).

(3) Conduct "Under the Oak Tree" meetings with Soldiers before approving leave or a pass for weekends or holidays (reference 1.a, para 4.f(7)).

(4) Ensure all personnel with an OF 346 for an AMV or NTV complete, by 1 Mar 2005, accident avoidance training required by AR 385-55 to be completed every 4 years (reference 1.a, para 4.f(4)(b)).

(5) Ensure that all personnel who drive a military police vehicle, an ambulance, a fire fighting vehicle or other type of emergency vehicle complete emergency vehicle operator training required IAW AR 385-55 by 1 Mar 2005 (reference 1.a, para 4.f(4)(c)).

i. Wellness Issues: Separation from family and home can be difficult. Deployments and pending deployments, especially during the holiday season, place an additional stress on individuals and families. Additionally, once the focus of the reintegration process diminishes, these challenges may become more prevalent. The Reintegration Web page (<http://www.per.hqusareur.army.mil/reintegration/>) provides information on suicide prevention and other wellness issues.

(1) Suicide Prevention. Leaders should refer to DA Pamphlet 600-70 and Army in Europe Command Policy Letter 28 for guidance on suicide prevention.

(2) Alcohol and Drug Abuse. Leaders must be aggressive in preventing alcohol and other drug abuse after long deployments and during the winter season.


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(3) Domestic Violence. Leaders should contact Army Family Advocacy Program services for information on domestic violence. The Army Family Advocacy Program is required by AR 608-18 to provide educational information, resources, and services to help individuals who may be victims of violence, offenders in abusive relationship, and people affected by violence.

5. The effectiveness and success of our 80th ASG winter safety campaign depends on four key elements: adequate training, risk management, planning and preparation, and concerned leaders taking complete ownership of their soldiers' and civilians' safety. Accident and injury prevention must be central to all winter activities, both on and off duty. The goal is clear: we cannot afford nor accept the loss of a soldier, civilian employee or family member to a preventable accident.

6. Our soldiers and their families are our most important resource. We owe it to them to prepare now for the hazards of the holiday and winter season.


DEAN A. NOWOWIEJSKI
COL, AR
Commanding